

*NOTE: When feasible, TRSB meetings are videotaped. These meeting minutes reflect only a basic summary of the meeting topics, discussion and action. Details of this meeting may be viewed by accessing the online Vimeo at: <https://vimeo.com/album/255898/video/248620684>
Materials presented at the board meeting may be viewed at:
<https://public.timberlane.net/sau/trsb/Shared%20Documents/Forms/AllItems.aspx?RootFolder=%2fsau%2ftrs%2fShared%20Documents%2fSCHOOL%20BOARD%20MEETING%20AGENDA%20MATERIALS%2f2017%2d18%2f12%2021%202017&FolderCTID=&View=%7b8B0F59BE%2dD93D%2d4E49%2d9509%2dA6F7531FCCAB%7d>*

TIMBERLANE REGIONAL SCHOOL BOARD MEETING MINUTES

**Regular Board Meeting
December 21, 2017
7:30 PM**

**Superintendent's Office
30 Greenough Road
Plaistow, NH**

Call to Order

Chairman Boyle opened this December 21, 2017 Timberlane Regional School Board meeting at 7:30pm with the roll call followed by the Pledge of Allegiance led by student representative Bryan Lavoie.

Board Members Present

Peter Bealo, Brian Boyle, Stefanie Dube, Kimberly Farah, Donna Green, Dan Guide, Susan Sherman, Gregory Spero, and Kelly Ward.

Seated at the Board Table

Dr. Roxanne Wilson, Assistant Superintendent
Bryan Lavoie, Student Representative

Administrator's Present

See list at end of minutes

Others Present

Ryan Richman, Timberlane Teachers' Association President
Jennifer Toth, Timberlane Teachers' Association Vice President
Laurie Herchenroder, Timberlane Support Staff Union President

Student Representative

Bryan Lavoie provided an update on district events that included the play "Arsenic and Old Lace," a successful book fair at Sandown North, a middle school spelling bee, and music ensemble holiday performances throughout the district.

Delegates and Individuals

TSSU President Laurie Herchenroder presented a statement on behalf of TSSU members citing over 80% of TSSU membership reside within the Timberlane district as parents and taxpayers, earn an average of \$17,000 per year, provide support in the areas of academics, communication, personal care, behavior, emotional regulation and sensory integration, and are genuinely invested in their students. She asked for the board's support for public education by providing necessary resources.

TTA Vice-President Jennifer Toth spoke as a Sandown taxpayer and Timberlane faculty member noting her appreciation of the urgency to prepare a budget that considers the interest of all stake holders; however, the budget proposed by the budget committee is not level funded, as it cannot fund current staffing levels, programming or supplies due to mandates and increases in services from year to year. She stated in order to maintain current levels of services and address unanticipated costs and mandates, the proposed budget would need to be closer to \$73.8million. She requested the board develop a responsible default budget in accordance with RSA 40:13 9b, which provides a clear formula to build a budget not to be used as a tool to slash the budget.

TRHS Principal Donald Woodworth of Atkinson spoke to the value of educators as it relates to the social, academic, civic, creative, emotional and personal growth of students and their impact on the community as a whole, the budget committee and the school board's role to provide the best possible resources, conversations on social media about eliminating administrator positions, the roles and responsibilities of academic deans, and cautioned the board not to present a budget that targets employees.

Arthur Green of Sandown spoke on staffing and budgeting comparisons with the Salem School District, state adequacy aid grants and computation forecasts for use in preparing budgets. He noted his personal calculation for this revenue resulted in a possible deficit of half million dollars.

School board member Stefanie Dube of Danville began presenting a complaint relative to an incident she claims occurred at a recent budget meeting involving staff members. The complaint was redirected to administration as provided in district policy KEB.

CURRENT BUSINESS

HARVARD BUSINESS CONGRESS AND THE YOUTH AND GOVERNMENT TRIPS (00:31:17)

Ryan Richman, Cam Magner, Taylor Gilcrest presented on and requested permission for students to attend the Harvard Business Congress and Youth and Government programs, be excused from school as needed, and asked the board to consider funding the trips. Discussion ensued on the cost per student, the previous board's financial contribution, sleeping arrangements, and the dates for students to be excused from school.

MOTION: Mr. Guide motioned to approve the student trips for Harvard Business Congress and Youth & Government as presented including excusing students from classes as needed; seconded by Mr. Spero. The motion passed 9-0-0.

MOTION: Mr. Guide motioned to fund \$6,000 for the Harvard Business Congress and Youth & Government trips; seconded by Mrs. Sherman.

Discussion ensued on the future school funding of student activities and clarification was made that the \$6,000 would come from the school board miscellaneous account.

VOTE: The motion passed 7-1-1 (Mrs. Green opposed and Mrs. Dube abstained).

Dr. Wilson then recognized Cam Magner for being selected as one of only two students from the State of New Hampshire to serve as a delegate in the US Senate Youth Program, serving from March 3 – 10, 2018 in Washington, DC. Cam will also receive a \$10,000 college scholarship.

APRIL STEAM CAMP (01:04:30)

Mark Pedersen requested funding to hold the annual April STEAM camp that has been held for the previous two years with the support from ExxonMobil (funding was not received this year). The focus of the camp is to encourage younger students in science, technology, engineering, arts and mathematics.

MOTION: Mrs. Sherman motioned to fund \$2,500 for the 2018 Steam Camp program; seconded by Mr. Ward. The motion passed 8-1-0 (Mrs. Green opposed).

DEFAULT BUDGET (01:24:01)

Chairman Boyle reported met with four attorneys regarding developing a default budget noting there are no black and white rules; only a general formula. There being no case law, the school board has the legal authority to do what they want when developing a default budget. Mr. Bealo stated he would not sign a default budget not was not derived from a specific method as outlined in the RSA.

Dr. Farah presented a draft default budget summary highlighting reductions, increases and one-time appropriations. Discussion ensued on the need for consideration of certain expenses like transportation costs (contract is currently out to bid), special education placements, private tuitions (current year costs being above what was anticipated), unexpected student transfers, and changes in Individual Education Plans and their associated costs. Also noted was the current need for a budget transfer due to an unexpected student placement, and reducing default budget fund transfer lines based on revenue forecasts.

MOTION: Mr. Bealo motioned to increase account codes 1200-1299 of the default budget to \$9,892,000; seconded Mr. Guide. The motion failed 4-5-0 (Chairman Boyle, Mrs. Dube, Dr. Farah, Mrs. Green and Mr. Spero opposed).

Discussion ensued on the proposed default budget's reduction of 8 positions; deans and principals that were listed on the cuts proposed with the \$5.5million reduction to the 1st proposed budget when only two positions were actually eliminated from the budget.

MOTION: Mrs. Green motioned to approve the 2018-2019 default budget of \$71,370,606; seconded by Chairman Boyle. The motion passed 5-4-0 (Mr. Bealo, Mr. Guide, Mrs. Sherman and Mr. Ward opposed).

MOTION: Dr. Farah motioned to reduce the default budget account code lines 5220-5221 by \$350,000, decrease account code line 5222-5229 by \$150,000 and move the total sum of \$500,000 to line 4600; seconded by Chairman Boyle. The motion passed by a 6-2-1 (Mr. Bealo and Mr. Ward opposed and Mr. Guide abstained).

Atty. Dowd presented draft #3 of the 2018-2019 proposed budget for \$71,759,415. He reviewed the cuts and additions from draft #2 and the process he used to arrive at the proposed budget for 2018-2019.

CAPITAL IMPROVEMENT PROJECTS SCHEDULE

Tabled

WARRANT ARTICLES (03:05:45)

Mr. Guide asked for input from the board on putting the technology plan back in the budget or on the warrant.

MOTION: Mr. Guide motioned to recommend the budget committee place the fiber optic connection project cost back into the proposed 2018-2019 budget; seconded by Mr. Ward. The motion passed of 7-2-0 (Mrs. Dube and Mrs. Green opposed).

MOTION: Mr. Guide motioned to insert \$250,000 into the capital reserve fund warrant article; seconded by Dr. Farah. The motion passed 8-1-0 (Mrs. Green opposed).

POLICIES

Tabled

ADMINISTRATORS REPORT (03:13:41)

Dr. Wilson reported the receipt of two donations; one from an anonymous 1972 Timberlane graduate in the amount of \$500 to be applied to high school student's lunch account balances. Principal Woodworth, Business Administrator Dowd and Food Service Director Fratiello will determine how best to apply the funds. The second donation is for 6 coding kits from Anastasia Bealo valued at \$594 which requires board acceptance.

Motion: Mr. Guide motioned to accept the donation of 6 coding kits valued at \$594 from Anastasia Bealo; seconded by Mrs. Sherman. The motion passed 8-0-1 (Mr. Bealo abstained).

Dr. Wilson reported the district was selected by the NH DOE for compliance and improvement monitoring of IDEA files. The review occurred November 28-30 and the results were very positive. A copy of the NHSBA proposed resolutions for 2018 Delegate Assembly is included in the board packets. The delegate assembly will be held on January 20th in Concord, NH at which point the assembly will vote on which resolutions to support and promote as legislative advocacy efforts.

PERSONNEL REPORT (03:17:12)

Dr. Wilson presented the retirement requests of Anna Lizier (26 years with the district), Teresa Kellaway (16 years with the district) Stanley Stone (25 years with the district) and Doreen Vasta (22 years with the district).

MOTION: Mrs. Sherman motioned to accept with regret and best wishes the retirements of Anna Lizier, Teresa Kellaway, Stanley Stone and Doreen Vasta; seconded by Mr. Spero. The motioned passed 9-0-0.

Dr. Wilson presented the resignation of Elsa Naylor (4 years with the district).

MOTION: Mrs. Sherman motioned to accept with regret the resignation of Elsa Naylor; seconded by Mr. Bealo. The motion passed 9-0-0.

COMMITTEE REPORTS

Tabled

MINUTES (03:19:45)

MOTION: Mrs. Green motioned to accept the November 2, 2017 public session minutes with changes; seconded by Dr. Farah. The motion passed 9-0-0.

MOTION: Mr. Bealo motioned to accept the November 16, 2017 public session minutes as written; seconded by Mr. Guide. The motion passed 9-0-0.

MOTION: Mr. Bealo motioned to accept the November 30, 2017 public session minutes as written; seconded by Dr. Farah. The motion passed 9-0-0.

MOTION: Mr. Bealo motioned to accept the December 7, 2017 public session minutes with changes; seconded by Dr. Farah. The motion passed 9-0-0.

CORRESPONDENCE FOLDER

Board members were asked to review the contents of correspondence folder.

VENDOR AND PAYROLL

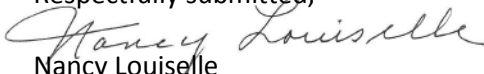
Board Members were asked to review and sign the vendor and payroll registers.

OTHER BUSINESS

Agenda item requests for the January 4th meeting include a proposal for the removal of the Tripod Survey and Achieve 3000, and the posting of meeting Vimeos.

Chairman Boyle adjourned the meeting at 11:10 pm.

Respectfully submitted,



Nancy Louiselle

Recording Secretary Pro tem

Approved by the Board on February 1, 2018.

Administrators Present at the Meeting:

Mrs. Sandra **Allaire**, Academic Dean of World Language
Ms. Michelle **Auger**, Principal at Pollard School
Mrs. Nancy **Barcelos**, Principal at Danville Elementary
Mr. Doug **Blay**, Assistant Principal at Pollard School
Ms. Lorin **Caffelle**, Special Education Administrator at TRMS
Ms. Rebecca **Carlson**, Dean of Math
Mr. Barry **Chooljian**, Director of Guidance
Mrs. Lucy **Canotas**, Assistant Principal at Danville Elementary
Mrs. Kathie **Dayotis**, Principal of Atkinson Academy
Mrs. Christine **Desrochers**, Curriculum Coordinator at TRMS
Mr. Tony **DiBartolomeo**, Director of Performing Arts
Atty. Geoff **Dowd**, Business Administrator
Mr. Angelo **Fantasia**, Director of Athletics
Mr. Michael **Flynn**, Principal of TRMS
Mr. John **Fratiello**, Director of Food Services
Mr. Tom **Geary**, III, Business Operations Coordinator
Mrs. JoAnn **Georgian**, Principal of Sandown North Elementary
Mr. Ken **Henderson**, Director of Technology
Mrs. Sandra **Hodgkins**, Transportation Coordinator
Mr. Jim **Hughes**, Director of Facilities
Mrs. Marilyn **Hutnick**, Assistant Principal for Grade 6 at TRMS
Mrs. Patrice **Liff**, Assistant Principal at Atkinson Academy
Ms. Nancy **Louiselle**, Director of Human Resources
Ms. Melissa **MacDonald**, Elementary Literacy Coordinator
Mrs. Jennifer **Marino**, Principal of Timberlane Learning Center at Sandown Central
Mrs. Kathy **McKechnie**, Director of Preschool
Mr. Mitchell **Mencis**, Assistant Principal for Grade 8 at TRMS
Mrs. Christi **Michaud**, Director of Data, Assessment and Accountability
Mrs. Jennifer **Michitson**, Academic Dean of Enrichment, Freshman Academy, Reading and RTI
Mrs. Carol **Mrowka**, Assistant Principal for Grade 7 at TRMS
Mr. Rodney **Mills**, District Facilities Supervisor
Mrs. Lois **Paul**, Coordinator of Technology Integration
Mr. Mark **Pedersen**, Academic Dean of Science
Mrs. Jennifer **Puchlopek**, Academic Dean of English and Language Arts
Mrs. Susan **Rasicot**, Director of Student Services
Mrs. Nash **Reddy**, Special Ed Chair, TRHS
Mrs. Beth **Rincon**, Director of Special Education
Ms. Heather **Roy**, Assistant Principal of Student Services and Facilities
Mr. Brian **Shawley**, Assistant Principal at Pollard School
Mrs. Nancy **Stafford**, Assistant Principal at Sandown North Elementary
Mr. Scott **Strange**, Assistant Principal of Operations at TRHS
Mrs. Mary **Widman**, Assistant Principal of Academics at TRHS
Mr. Don **Woodworth**, Principal of TRHS